

# **ROANOKE LOCAL HUMAN RIGHTS COMMITTEE MINUTES**

**May 24, 2012**

The Roanoke Local Human Rights Committee met on May 24, 2012 at 3:00 pm at Goodwill Industries of the Valleys at 2502 Melrose Ave., Roanoke, VA.

## Members Present

Vincent Dabney, Chair  
Rebecca Downs  
Renu Musselwhite  
Joseph Kinchloe  
Ann Patterson

## Members Absent

Thayer Walker

## Affiliates Represented

Alleghany Highlands CSB –Nancy Curry  
Austin Residential and Mental Health Support Services-Tina Austin  
Commonwealth Lifespan Services – Betty Crance  
Dominion Day Services-Dianna Parrish, Marvin Fields, Sharon Toliver-Hardy  
Family Insight-Nicholas Ptacek, Family Insight Trainer (did not sign in)  
Goodwill Industries of the Valleys-Linda Edghill  
It's About Time, Inc Day Support/It's About Time, Inc. – Bethany Lewis, Jennifer Oakes  
Key Living Options, Inc. – Beth Enos  
Mountain River Counseling, LLC - Brigid Hundley  
United Support Services, LLC – Tammy Solari, Ashley Lucas  
Vision Behavioral Health Services- Sharon Garrett  
Youth Advocate Programs (YAP)-Kristie Cales

## Affiliates Not Represented

New Choices Counseling

## Others Present

Nan Neese, Regional Human Rights Advocate, DBHDS-OHR  
Dwayne Lynch Human Rights Advocate, DBHDS-OHR  
Janet Benge, LHRC Administrative Support, It's About Time, Inc.  
Berry Mental Services - Robin Berry  
Delivering HOPE –Lafan Rayner  
Mainstream Mental Health Services – Rory Benson, Mike Morris

## Call to Order

Vincent Dabney, Chairperson, called the meeting to order and invited members, staff, affiliates, and guests to introduce themselves.  
Mr. Dabney called for Public Comment.

### Minutes

Minutes for November 17, 2011 and February 16, 2012 meeting reviewed by the committee. February 16, 2012 minutes require revision to include close session. Motion to amend February 16, 2012 close session, 2<sup>nd</sup> and approved.

### Advocate's Report

Dwayne Lynch and Nan Neese provided advocates report. The Advocates highlighted the State Committee newsletter, *Human Writes*, included in the Agenda packet and also encouraged the provider-affiliates to browse the newsletters on the DBHDS/Human Rights website. Advocates discussed recent SHRC meeting in March, informed committee of increased reporting for 2011 compared to 2010 Region III annual report. Commended providers on better reporting, however improvement still needs to be made. Notified committee and providers Dwayne Lynch has been making site visits throughout the area, primarily friendly visits to meet providers and tour facilities. Dwayne Lynch has been checking for updated human rights posters, and reminded providers if they have not updated their posters to do so immediately. The OHR is continuing to work with providers understanding the complaint process; copy of Human Rights Dispute Resolution Process reviewed and passed out to providers and committee members. Quarterly reports are now to be submitted in new format, discussed common errors on reports during review by OHR. Reminded providers of reporting all incidents per the regulations with 24 hrs, waiting to include on quarterly report is not acceptable. Reviewed peer to peer aggression reporting. Discussed proper reporting to social services when investigating abuse and neglect, social services chooses whether to investigate or not. OHR regulations and definition of abuse neglect are not the same as social services; however you have a duty to report. In addition if social services are investigating an incident a provider is just being made aware of, you must report this investigation to the OHR. Additional information on the DOJ settlement is on the department website. A reminder there is a vacancy on the committee, and providers should be actively recruiting new members. Thank you to Janet Bengé for her continued support of the Roanoke LHRC, resigning her duties effective today. Nan Neese thanks the committee for their time, dedication, and service.

### Request for Affiliation (Expanded Affiliations):

- 1) Mountain River Counseling, LLC. Requested to extend affiliation to add Mental Health Support Services. Service description and mission statement reviewed. LHRC made the motion to extend affiliation and voted to grant to include MHSS. The motion was carried to extend affiliation to mental health support services.

- 2) Dominion Youth/Day Services. Requested to extend affiliation to add Outpatient Services. Services description and mission statement reviewed. LHRC made the motion to extend affiliation and voted to grant to include outpatient services. The motion was carried to extend affiliation to outpatient services
- 3) Dominion Day Services. Requested to extend affiliation to add temporary TDT summer locations. DDS requested to remove High Street Baptist Church from request, and only include Malone's Peak, 6841 Thirlane Rd. Roanoke, VA 24019. LHRC made the motion to extend affiliation for temporary TDT summer location for Malone's Peak. The motion was made and carried to grant temporary affiliation.
- 4) Austin Residential Support Services. Requested to add new group home located at 3715 Colony Lane, Roanoke, VA 24018. Licensing reviewed home on May 21, 2012. Service description and mission statement reviewed. LHRC made the motion to extend affiliation to 3715 Colony Lane. The motion was carried to extend affiliation to new location.
- 5) It's About Time. Requested to add new group home to affiliation. Location 1856 Oak Drive was removed from the request by It's About Time. Only requested affiliation be extended to 1575 Rosewalk Drive, Roanoke, VA 24014. Location has been visited by Office of Licensing. Committee reviewed service description and mission statement. LHRC made motion to extend affiliation to 1575 Rosewalk Drive. The motion was carried to extend affiliation to new location.
- 6) It's About Time, Inc. Request to add sponsored residential services. It's About Time removed its request to add sponsored residential services.
- 7) Family Insight – Provided notice of relocation of offices to 3433 Brambleton Ave. Suite 201-A, Roanoke, VA 24018. Request to extend affiliation to Franklin County removed from request. New office location has been visited by Nan Neese. The motion was made and carried to accept new office location.
- 8) Alleghany Highland Community Services. Request to add ID/DD respite tracks to multiple locations. The motion was made and carried to add respite tracks to multiple locations with AHCS.

Request for Affiliation (New Affiliations):

- 1) Transformed Support Services. Licensing applicant for Mental Health Support Services. Requested affiliation for mental health support services, human rights policy and procedures enclosed. Committee requested to see demonstration of behavioral intervention system at next meeting

(Handle with Care); committee has questions regarding education aspect of services related to MHSS. LHRC made motion to grant temporary affiliation specific to MHSS, and requests provider to return at next meeting for demonstration of Handle with Care, and requests that you resubmit your service description and if necessary policies and procedures as the Office of Licensing may require further revision. Coverage area to include Roanoke City, Roanoke County, and Salem. Motion carried for temporary affiliation.

- 2) Delivering HOPE Human Services. Licensing applicant currently has tri-annual & annual license in Richmond. Request to affiliate mental health support services and intensive in home services in the Roanoke Valley area. Policies and procedures reviewed by the committee. LHRC made motion to grant affiliation to Delivering Hope for mental health support services and intensive in home services in the Roanoke Valley area. The motion was carried.
- 3) Mainstream Mental Health Services. Licensing applicant for mental health support services. Policies and procedures enclosed and reviewed by committee. Committee has questions regarding behavioral intervention system. LHRC made motion to grant temporary affiliation for mental health support services with request of provider to have a behavioral intervention system available to discuss and demonstrate for committee members at next LHRC meeting. The motion was carried to grant temporary affiliation for coverage area Botetourt, Roanoke City, Roanoke County, Salem, Alleghany, and Craig County.

#### Conclude Affiliation:

- 1) Key Living Options. Notification of closing site located at 2324 Ellison Ave. Salem, VA. Residents moved to other approved sites. The motion was made and carried to accept notification of site closing.

#### Affiliates Reports and Updates.

Mr. Dabney invited the Providers to present the Provider Human Rights Reports for the 1<sup>th</sup> Quarter.

- 1) Nancy Curry presented the Alleghany Highlands Community Services reports. The reports were accepted as submitted.
- 2) Tina Austin presented the Austin Residential and Mental Health Support Services reports. Reports were accepted as submitted.
- 3) Betty Crance presented Commonwealth Lifespan Services. Nothing to report. Notified committee provider is licensed as of 5/14/12.

- 4) Marvin Fields presented Dominion Youth/Day Services reports. The reports were accepted as submitted.
- 5) Lynda Edghill presented Goodwill of Roanoke Valley reports. The reports were accepted as submitted.
- 6) Jennifer Oakes presented the report for It's About Time, Inc. Day Support and In Home the reports. Reports need revisions. LHRC made the motion and carried to have It's About Time present 1<sup>st</sup> and 2<sup>nd</sup> quarter reports combined for both services at the next LHRC meeting with revisions.
- 7) Beth Enos presented the report for Key Living Options. The report was accepted as submitted.
- 8) Brigid Hundley reported Mountain River Counseling, LLC. The reports were accepted as submitted.
- 9) New Choices Counseling, Inc. Not present, no report, will be notified committee expectations to present licensing status.
- 10) Tammy Solari presented the report for United Support Services, LLC. The report was accepted as submitted.
- 11) Sharon Garrett with Visions Behavioral Health reported they are still in the licensing process.
- 12) Kristi Cales reported that the Roanoke Youth Advocate Program did not have incidents to report, however provided copies of citations as requested from previous meeting. Citations reviewed by committee members. The report was accepted as submitted.

#### Policy and Procedure Review

- 1) Family Insight requested approval of Proposed "Rules of Conduct" for program rules review by the LHRC. In addition demonstration of Handle with Care behavioral intervention system by certified trainer was demonstrated. The motion was made and carried to accept program rule change "Rules of Conduct" and accept demonstration of Handle with Care behavior intervention system.

#### Adjournment

The meeting adjourned with reminder the next meeting will be August 16, 2012.

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Vincent Dabney, Chairman

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Date